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ABSTRACT

The building program of a school district is one of the most important activities in which a school board of education, local administration, faculty, and citizens can become involved. The building program requires large sums of money and has a direct bearing on both the quantity and quality of the educational program. This guidebook provides information to school districts for use during the planning and development process of a school building program. The first eight chapters offer guidelines for completing the stages of educational facility planning: conducting a needs-assessment study; planning and generating commitment; designing the proposed facility; "selling" the plan; procuring financing; working with the architect and contractor during construction; orienting students, personnel, and the community prior to occupation of the building; and evaluating the new facility. The final chapter provides suggestions for deciding whether to build new facilities or remodel. Appendices contain a sample facilities study project, evaluation instruments, a chart for calculating enrollment projections, and an outline for final presentation before the school board. (Contains 25 references.) (LMI)

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